Department of Military Affairs 2400 Wright Street PO Box 7865 Madison WI 53707-7865

> Scott Walker Governor

Donald P. Dunbar Adjutant General

HS City of Oak Creek Engineering Study for WISCOM 2013

Grant Announcement

Applications must be submitted through Egrants on or before August 20, 2014





STATE OF WISCONSIN

DEPARTMENT OF MILITARY AFFAIRS

SCOTT WALKER GOVERNOR DONALD P. DUNBAR ADJUTANT GENERAL

Important Contact Information for this Grant Opportunity:

Program/Policy: Shannon Ladwig (608) 242-3231

shannon.ladwig@wisconsin.gov

Budget/Fiscal: Deb Hughes (608) 242-3236

deborah.hughes@wisconsin.gov

Egrants Assistance: Weekdays, 7:30am – 4:00pm

Email: WEMEgrants@wisconsin.gov

Telephone: (608) 242-3236

The Egrants system user guide has step-by-step instructions for accessing and using the Egrants online system. The guide is posted on the grants page of the WEM website: http://emergencymanagement.wi.egrants.us/filecabinet/egrants-system-user-guide.pdf

Online Help is available throughout the Egrants application process. Once you have started an application, look for the HELP button in the top right corner of the screen. Page-specific instructions can be found there.

Grant Announcement Summary

Grant Title: HS City of Oak Creek Engineering Study 2013

Description: These grant funds are intended for the City of Oak to Creek release a Request for Proposals (RFP). The RFP is seeking qualified third party independent engineering company to conduct a study to verify current interoperability coverage and capacity, and WISCOM migration needs.

Opportunity Category: Limited Eligibility

Important Dates:

Application Due Date: 8/20/2014

Project Start Date: 9/1/2014 Project End Date: 12/31/2014

Anticipated Funding Amount: The applicant is eligible to apply for up to \$ 10,000

Match/Cost Sharing Requirement: None

Eligibility: The City of Oak Creek is the only eligible applicant.

DUNS Number: The federal government now requires a DUNS number as part of the grant application to keep track of how federal grant money is awarded and dispersed. If your organization needs to obtain a DUNS number, go to http://fedgov.dnb.com/webform. You can also search this site if you cannot find your agency's number. Under normal circumstances, a new account can be created in 24-72 hours. The federal government has published DUNS Frequently Asked Questions at http://fedgov.dnb.com/webform/displayFAQPage.do. Check with your agency's financial office before registering for a DUNS number - it is likely your agency already has one.

WEM cannot award grant funds until an active DUNS number is provided.

Eligible Expenses: Consulting/Contracting s related to Oak Creek Engineering Study for WISCOM.

All expenses must be new and cannot replace existing state or local government funding. Substitution of existing funds with federal grants (supplanting) will be the subject of monitoring and audit. Violations may result in a range of penalties, including suspension of current and future funds under this program, suspension or debarment from federal grants, repayment of monies provided under a grant, and civil and/or criminal penalties.

HS City of Oak Creek Engineering Study 2013

Program Description

The purpose of this project is to continue funding interoperability communications initiatives based on the Wisconsin Homeland Security State Strategy and the Wisconsin Statewide Communications Interoperability Plan (SCIP). These plans include expanding the WISCOM system. In order to move toward this goal in the Southern part of Wisconsin, a study is needed to verify current WISCOM coverage capabilities.

This project will provide funding to the City of Oak Creek to enter into a contractual obligation with a third party independent contractor to evaluate the current WISCOM system. The study will focus on the current system coverage and capacity as well as complete an analysis of coverage and capacity needs, provide an engineering design, analysis of subscriber units and equipment, estimated costs for a new system, and implementation timeline.

Submit Applications Using Egrants

Applications must be submitted through the Egrants online grants management system. If you have never used Egrants before, you will need to register for access to the system. To register online, go to http://register.wisconsin.gov/AccountManagement/ and complete the 'self-registration' process.

Authorization to access Egrants can take several days depending on registration activity. The WEM help desk is open Monday-Friday 7:30am-4pm if you need assistance. (Please note: If you register outside of these hours, access may not be approved until the next business day.) Once your Egrants access has been approved, you may begin your online grant application.

An Egrants System User Guide is posted on the WEM website: http://emergencymanagement.wi.egrants.us/filecabinet/egrants-system-user-guide.pdf

Application Components

Through Egrants, you will provide WEM with detailed information about your project that will be used to make a funding decision. Questions on what is expected in each section can be directed to Shannon Ladwig at (608) 242-3231 or at Shannon.Ladwig@Wisconsin.gov.

1. Main Summary

This page asks for information about your agency and the individuals responsible for the application and grant award. There are many required fields on this page so if you encounter problems, please check online help by clicking the floating HELP button. Please note: When identifying individuals involved in this grant, you may not list the same person as project director and financial officer. The financial officer is the individual responsible for financial activities in your organization while the project director will be overseeing project operations.

In the Brief Project Description text box, please describe your project in 150 words or less. A suggested format is included for your convenience:

"Funds will be used by the (your agency name and others involved in the project) to (describe what funds will be used for and who will be involved). The (what - equipment, training, project, pilot, etc.) will (describe the specific goals you hope to achieve – how will the project or equipment improve safety in Wisconsin?) [If appropriate, add which area(s) of the state will benefit]"

Responses to this section will be used on the WEM website, cited in WEM reports and could be mentioned in press releases. Plain language that clearly describes the intent of the project is most effective.

2. Approval Checklist

Answer Yes, No, or N/A (not applicable) to each question.

3. Performance Measures

Please open this section and change the page status to Complete; then SAVE the page. Performance Measures will be identified and collected during post-award reporting rather than through this funding application process.

4. Budget Detail

Complete a project budget using the following categories. For each category used, enter a justification that describes how the items in that category will be used during the course of the grant period. It is important that you include specific details for each budget line item, including cost calculations.

Consultants/Contractual: Provide costs associated with individuals or entities providing services through a contractual arrangement. With the exception of a few justified sole source situations, contracts should be awarded via competitive processes. Attach detailed information to support the total cost of each contract. For each consultant enter the name, if known; service to be provided; hourly or daily fee (8 hour day); and estimated time on the project. Consultant fees in excess of \$450 per 8 hour day require additional justification (contact WEM). List all expenses to be paid from the grant to the individual consultant in addition to their fees (e.g., travel, lodging, meals, etc.). Show the basis of computation for each service requested. Within 30 days of grant award date, a signed contract must be received by WEM. No fund reimbursements will be made prior to receipt of the contract.

5. Implementation Plan

Statement of Objectivity – The intent of this grant is to provide funding to conduct an independent engineering study through a Request for Proposals (RPF).

Please detail your process to ensure an independent consultant/contractor who is not
associated with the business of selling, servicing, renting communications equipment,
or provide provisioning services will be obtained.

6. Required Attachments

To attach a document to your Egrants application you must type "See Attached" in the text box to enable the document attachment tool.

Please attach the following documents to your application in this section:

Procurement Process: Upload a copy of the Procurement Process as outlined in your "Implementation Plan Statement".

Application Review and Award Criteria

All applications must be submitted on or before the deadline and will be screened for completeness and compliance with the instructions provided in this announcement. WEM staff will review applications to ensure consistency with statewide strategies and make funding recommendations to the Adjutant General. All final grant award decisions will be made by the Adjutant General.

Post-Award Special Conditions/Reporting Requirements

If you are awarded funds under this announcement, you will be required to provide regular progress reports. The schedule for your reports will be included in your grant award materials. At that time, please review all of your grant award special conditions and Egrants reporting requirements. In addition to any special conditions described in your award documents and reporting requirements contained in Egrants, you will need to provide the following:

- 1. Copy of contract must be submitted to DMA. If hiring an independent consultant or contractor, submit a contract detailing job specifications and deliverables. Upload the contracts into Egrants in the program report.
- 2. The RFP will include Attachment A, detailing subscriber, VHF, 700/800 MHz specific requirements.
- 3. The RFP deliverables will consist of a minimum of:
 - Detailed analysis of current conditions and equipment to ensure legacy equipment or vendor subscriber radios will work on WISCOM and EF Johnson equipment.
 - Evaluation of current WISCOM coverage and capacity in the Oak Creek area.
 - Provide engineering design for the specified coverage and capacity needs for Oak Creek
 - Provide estimate costs for achieving the engineering design for Oak Creek
 - Consultant will need to work with Department of Justice/Department of Transportation (DOJ/DOT), and EF Johnson at a minimum regarding the technical aspects involving the WISCOM system
- 4. Three copies of the deliverables from the UASI Regional Engineering Study will be provided to the Department of Military Affairs, Division of Wisconsin Emergency Management Interoperability Program Manager, Shannon Ladwig.

Additional Resources

Additional information about the Wisconsin Emergency Management and resources to assist with Egrants is available as follows:

- Wisconsin Emergency Management website: http://emergencymanagement.wi.gov/
- A helpful Egrants User Guide is posted on the Egrants page of the WEM website.
 http://emergencymanagement.wi.egrants.us/filecabinet/egrants-system-user-guide.pdf
 It includes registration through grant award instructions.
- Online Help is available in many areas of the Egrants program watch for the Help Buttons.
- Egrants Helpdesk is staffed on non-holiday weekdays between 7:30AM and 4:00PM.

Email: WEMEgrants@wisconsin.gov

Telephone: (608) 242-3236

ATTACHMENT A

Subscriber, VHF, 700/800 MHz basic requirements:

Project 25 (P25) (ANSI/TIA/EIAA-102; Phase 1) suite of standards

Subscriber radios will meet these requirements:

- Compliant with current Project 25 (P25) standards (ANSI/TIA/EIAA-102; Phase 1)
- Capable of operating on two (2) or more P25 trunked systems upon purchase or via firmware uplift*
- Capable of passing the adopted and current P25 "Enhanced VOCODER
- Methods of Measurement of Performance" specified in (Telecommunications
- Industry Standard) TIA-102.BABG
- P25 digital trunking enabled
- Provide 256 channel minimum capacity (except fixed control stations)
- Minimum capability of 128 control channels per trunking system
- Equipped with an alphanumeric display

VHF specific requirements:

- 138-174 MHz band spread or better
- Wideband antenna (139-169 MHz @ 2.5:1 VSWR or better)
- Programmed according to Statewide Mutual Aid Frequency Plan within the
- Statewide Communications Interoperability Plan (available for download on the Interoperability website at interop.wi.gov) with all listed narrowband statewide and national mutual aid channels.
- Programmed with required WISCOM talkgroups per system policy

700/800 MHz specific requirements:

- 764-870 MHz band spread or better
- Wideband antenna (764-870 MHz @ 2.5:1 VSWR or better)
- Programmed according to Statewide Mutual Aid Frequency Plan within the
- Statewide Communications Interoperability Plan (available for download on the Interoperability website at interop.wi.gov) with all listed 800 MHz re-banded statewide and national mutual aid channels.
- Programmed with required WISCOM talkgroups per system policy